

Developing a Culture of Safety

Have the Parishioners been made aware of the role of the LSR(s) during the year 2022?	
Are the contact details of the LSR(s) available in the Parish Office?	
Is the Archdiocesan Safeguarding Poster(s) with contact details for the Gardaí, Tusla and Designated Liaison Persons prominently displayed in all Church buildings?	
Is there a copy of the Archdiocesan Safeguarding Policy in the Parish Office?	
Are the following in place and being used for safe recruitment (where applicable)	<p>Clear Job Description</p> <p>Interviews</p> <p>Application Forms</p> <p>Declaration Form</p> <p>References</p> <p>Vetting</p>
Are recruitment records maintained and updated?	
Is there a Code of Behaviour in place for adults who work with children and signed by them?	
Is there a signed consent / code of behaviour form for all children involved in Church activities? (Forms must be signed by both Parent / Guardian and the child or young person.)	
Is the attendance register used for all church activities involving children?	
Does each parish group involving children have an appropriate number of volunteers to supervise activities?	
Are all children involved in Church activities aware of an adult involved in their group to whom all concerns, worries, issues may be brought?	
Are all parents of children involved in Church activities aware of the adult in their child's group to whom their complaints, concerns, queries may be brought?	
Are all forms in use i.e. Recruitment, Consent, Incident/ Accident forms kept up to date?	
Is there provision for the secure storage of documentation in the Parish including registers of all activities?	
Has guidance on the use of digital media / parish website been implemented?	
Have all non –church groups using parish facilities completed a Renting/ Leasing form and supplied copies of their insurance and their Safeguarding Policy to the priest?	
Are all facilities in use compliant with health and safety standards?	
Is there a fully stocked First Aid kit available in all facilities?	

RESPONDING TO CONCERNS

Have all Church Personnel been made aware of the procedures for reporting concerns, allegations or disclosures of abuse?	
Have all staff and volunteers signed their agreement to observe these procedures?	
Have any reports / concerns/ complaints been communicated to the Parish Priest / Parish Safeguarding Representatives or Parish Council over the last year?	
Has the disciplinary procedure been invoked over the last year?	
Do LSR(s) provide support to volunteers and check that all safeguarding procedures are complied with?	
Is there structured regular contact between the LSR(s), the Parish Priest and the Parish Pastoral Council?	
Is Safeguarding an agenda item at Pastoral Council meetings?	
Have information sessions on all aspects of Safeguarding Policy and Procedures been attended by relevant staff and volunteers?	
Have all staff and volunteers who need to be vetted been vetted in the last 3 years?	
Have all visiting clergy provided evidence that they are in good standing?	
Have all visiting clergy signed the register in the sacristy?	
Have all visiting clergy involved in more than one Church event/liturgy been vetted?	

ARE THERE ANY FOLLOW-UP ACTIONS REQUIRED TO ENHANCE CHILD SAFEGUARDING IN YOUR PARISH?

Please specify below:

Parish Self Audit Form checked by:

Date:

Any Follow-up Needed: